



Dear Prospective Home Infusion Therapy Provider:

Thank you for your interest in Home Infusion Therapy Facilities in Montana. This letter is intended to guide you through the licensing process. Home Infusion Therapies are not required to be reviewed by the Health Planning Program, and therefore do not need a Certificate of Need.

The following items must be submitted to the Licensure Bureau in order to license your facility:

- A completed License Application and fee. The Home Infusion Therapy Application may be downloaded at <https://dphhs.mt.gov/gad/licensure/HealthCareFacilityLicensure/lbfacilityapplications/lbhomeinfusiontherapyagency>
- Policies and Procedures, for review and approval. These must be submitted at least forty-five (45) days prior to the expected facility opening date. The rules describing the regulatory requirements for critical access hospitals can be found at the web address above.
- A list of all professional staff

Upon submission and approval of all the aforementioned information and documentation, the Licensure Bureau will issue a six (6) month provisional license. A facility may not accept patients until it is licensed. A health care facility surveyor from the Licensure Bureau will conduct a survey of the facility within the provisional license period to assess compliance with Home Infusion Therapy Agency regulations. This visit is also an opportunity for the facility to obtain any clarification on those regulations.

If you have further questions, or have questions during the licensure process, you may contact the Licensure Bureau at 406-444-2676.

Sincerely,

*Tara Wooten*

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